

BELLAIRE PUBLIC LIBRARY  
MONTHLY MEETING OF THE BOARD OF TRUSTEES  
AT: 111 SOUTH BRIDGE STREET, BELLAIRE, MI  
Date: October 18, 2024  
MINUTES

TRUSTEES ATTENDING: Diane Bennett, Mary Edens, Don Hirt, Sue Holtzmann, Lee Kerr, Director Tom Shilts.

TRUSTEE EXCUSED ABSENCE: Sydney Luke

CALL TO ORDER: President Edens called the meeting to order at 10:00 AM.

PUBLIC COMMENTS: none

APPROVAL OF AGENDA: Motion by Bennett, second by Holtzmann to approve the amended agenda. Ayes: Bennett, Edens, Hirt, Holtzmann, Kerr. Nays: None. Motion carried.

APPROVAL OF MINUTES: Motion by Kerr, second by Holtzmann to approve the Public Hearing Budget Minutes. Motion carried. Motion by Hirt, second by Kerr to approve the regular September meeting minutes of the Board. Motion carried.

FINANCIAL REPORT: Financial Report for September 2024 was presented. As of September 30th there is \$115,494.27 in checking with additional accounts we have total assets of \$493,905.57. Adding current Liabilities and equity there was a total of \$493,905.57. Overall income YTD is 119.2% above budget and expenses are below budget (94.9%) with three months to go in 2024. Motion by Bennett, second by Holtzmann to accept the September financial report. Roll Call vote. Motion carried.

LIBRARIAN'S REPORT: Highlights from Director Shilts include slight decrease in usage because of change in calculating online presence and small dip in circulation for September.

- Programs:
  - For Bellaire Flannel Festival snacks given out at Halloween Dress Rehearsal and pumpkins (supplied by Kings Orchard) were painted in Library.
  - We had 21 people for Authors Night on October 3rd.
  - Weekly programs include Preschool Storytime with Miss Diane, Spanish Speaking Cohort and Tech Tuesdays with Gabe.
  - Monthly programs include Book Clubs: Page Turners, Nature Book Club, Last Tuesday Book Club.
  - SNo attendance for "Teen Hangout" or "Kids Reading to Dogs". Day or times may be changed.
- Grants: Application for "100 Women Who Care" grant not selected. Application to DTE for energy Efficiency Makeover matching grant.
- Other:
  - MLA pre-conference to be attended by staff member Nikki.
  - The e-rate now covers hotspots and connectivity so additional units may be purchased.
  - Semi-annual staff meeting to be held October 21st.

COMMITTEE REPORTS: Policy Committee and Financial Committee: no meetings.

OLD BUSINESS: Drain cleaning with Bellaire Hardware invoice given. Agreement to pay ¼ cost (\$675) Motion by Bennett, second by Holtzmann to accept the payment to Bellaire Hardware for drain cleaning. Motion carried.

CORRESPONDENCE:

NEW BUSINESS:

- Proposal from Bert's Excavation for snowplowing presented. Motion by Bennett, second by Holtzmann to accept the contract with contact to be made about % of surcharge possibilities. Motion carried.
- Finance Committee Recommendations: To auto renew \$200k CD at Lake Michigan Credit Union for 4.55% for five months. Motion by Holtzmann, second by Kerr to accept the renewal of the CD with balance and interest going into savings.. Ayes: Bennett, Edens, Hirt, Holtzmann, Kerr,. Nays: None. Motion carried
- Appeal Hearing for the "Heart Stopper" series removal to be at special meeting before the next monthly meeting on November 15th at 10:00 am.

GRANTS, MEMORIALS & DONATIONS: none

UPDATES AND REMINDERS:

Soup Night and Light Up the Night upcoming first weekend in December.

TRUSTEE COMMENTS: none

PUBLIC COMMENTS: none

MEETING ADJOURNMENT: Motion Kerr, second by Holtzmann to adjourn meeting at 11:00pm. Motion carried.

NEXT MEETING: November 15, 2024.

Respectfully submitted, Diane Bennett, Secretary

Approved

12.13.24